

Brazilian visa application and appointment instructions

[rev. October 2026]

Applying for the Brazilian Student Visa and CPF

In order to study in Brazil, you must be granted a student visa from within your home country, or the US (if different). The first step is registering you at your chosen university in Brazil, which you've done or will soon do.

Next, the university issues your *contrato de estudos*. This takes time. Only upon receipt of this very official looking paper can you begin to apply for your student visa for Brazil. The letter will be available on your student portal—the same place where you uploaded documents at the Brazilian university (not the Middlebury portal where you applied to go to Brazil). You should print this to a pdf and upload it to the application site. Also take a hard copy with you to Brazil.

Here are the links to the U.S. Brazilian consulates. Refer to your own consulate to verify the general instructions below, following directions for “Vitem IV Students or Interns”:

Atlanta: www.portalconsular.mre.gov.br

Boston: <https://www.gov.br/mre/pt-br/consulado-boston/visa> | [Study visa requirements here](#)

Chicago: <http://chicago.itamaraty.gov.br/en-us/visas.xml> | [Study visa requirements here](#)

Hartford: http://hartford.itamaraty.gov.br/en-us/visas_-_general_requirements.xml

Houston: http://houston.itamaraty.gov.br/en-us/vitem_iv_%28student_and_intern%29.xml

Los Angeles: http://losangeles.itamaraty.gov.br/en-us/other_types_of_visa.xml

Miami: http://miami.itamaraty.gov.br/en-us/visas_general_information.xml

New York: http://novayork.itamaraty.gov.br/en-us/other_types_of_visa.xml#Temporary

Orlando: <https://www.gov.br/mre/pt-br/vice-consulado-orlando>

San Francisco: <http://saofrancisco.itamaraty.gov.br>

Washington DC: <http://www.consbrasdc.org>

STEP 1:

First, gather all required documents [visa application drop-down menu name provided in brackets after each.] Nothing can be more than three months old at the time of application, so it's a bit too early to get this done now—make a note to begin in late November:

1. Make an electronic copy of your proof of residency document—either your driver's license/state ID if using the consulate with jurisdiction over your home address OR your Student ID, both sides on one document—your school's address is almost always on the back of the ID. [Driver's license]

2. Save an electronic copy of your airline tickets/itinerary OR [Intent to travel form](#). You do not have to have purchased your ticket, but you should know when you plan to enter/leave Brazil. [Air ticket -or- Itinerary, as applicable—the intent to travel form would qualify as itinerary]
3. Get your passport photo taken (a new one) with a service that provides *both* a digital and 2x2” printed copy on photo paper—you’ll need both. You can use an on-line service like [this one](#), or a place like Walgreens. [You upload this before other documents in the space provided on the electronic application form.]
4. Make an electronic copy of your signature—sign a blank piece of paper, scan, and save as a pdf. Don’t try to do this with a cursor on the computer. [You upload this before other documents in the space provided on the electronic application form.]
5. Make an electronic copy of your passport (no fingers—take it to a copy machine (getting a good quality scan from an app on your phone is very difficult with newer passports because passports will begin to close—and I don’t recommend breaking the spine—just walk to the library). [Passport]
6. Make an electronic copy of your birth certificate (and note your parents’ name exactly as they appear here for later use on the visa application). [Birth certificate]
7. Proof of funds: either your own bank statements from the past three months showing funds to afford to stay in Brazil OR a letter from your financial aid office stating your aid award OR a parent’s statements + notarized letter. Total must be at least \$2,000 reis per month for the duration of your studies, whatever you show the consulate. Suggested parent letter wording:

Date

To the consulate of Brazil in X:

I, [full name], am the [mother/father/parent/legal guardian] of [student’s full name]. I will support my child in the amount of at least 2,000 reis/month from [entering month of study] to [ending month of study] [year]. In addition, I am financially responsible for any emergency that may arise.

Have a parent sign the letter before a notary public, who should notarize the document for them—you will need the original to take to the consulate.

If University is funding you, get a letter from the financial aid office listing your grant/scholarship amount for the semester/year you’ll be abroad on letterhead with an original signature—it can’t just be a copy of your aid award. [Either Bank Statement -or- Comprovante de Situação Financeira, depending on what you’re uploading]

8. Proof of health insurance (from Nicole) [Other]

9. Proof of enrollment in your home institution (enrollment verification—you can usually print these on-line—see instructions from your registrar) [Certificado de Escolaridade]
10. Proof of university enrollment from UFF or UFSC—this will be the hold up, so get everything else done and be ready to act immediately upon receiving this document by email/in your Brazilian university portal. [Invitation Letter]
11. FBI background check results (these are only good for 90 days in NY/60 days in San Fran, so I would wait until December 15 to apply, leaving your window to apply for the visa open until February 15), but you should apply for the visa as early in January as you're able. [Other]

Complete your [on-line request](#) with the FBI. You'll submit your email, then receive an email back with a link that says "Click here to access your request" and a PIN that you'll input. Then you'll complete the on-line request (be sure to request the results are sent to you by email). After you pay, you get another email that is from the same email as before (Criminal Justice Information Services) with the subject line: Identity History Summary Request Confirmation. This email is a receipt that has your order number, the payment verification code, the preference (e.g. you indicated your fingerprints would be delivered digitally or by mail—again, digitally is highly recommended).

Make an appointment to get fingerprinted next. I highly recommend digital fingerprints for faster processing and much lower risk of rejection. They are more expensive, but worth it—you'll save postage, time, and stress. Make your appointment here:

<https://ips.usps.com/IdentityCapture/LocationSearch>

Finally, take the following with you to your appointment to be fingerprinted:

- i. Government-issued (passport or drivers' license) photo ID
 - ii. Email receipt from the on-line background check application
12. IF you are not a US citizen, you need to also prove that you may apply from within the Us. Upload your US visa and also your I-20. [Other]
 13. A USPS (post office only—no other payment is accepted) money order for \$185, payable to "Consulate General of Brazil" and from you, with complete name and address within this consulate's jurisdiction. You need to upload an electronic copy of this as well. [Proof of Payment]

14. If the consulate will return your visa by mail, take this opportunity to purchase the pre-paid Priority Mail Envelope, address it to yourself, and include that with your application materials, either by mail (if San Fran or Boston) or when you go in person for your appointment. Save the receipt, as that will have your tracking information.

STEP 2

Use all of that to complete the student visa form, here: <https://formulario-mre.serpro.gov.br/sci/pages/web/ui/#/instrucoes-iniciais-visto>

BRAZILIAN VISA APPLICATION FORM

1

General Data

2

3

4

5

6

Biometric Data and Scanned Document

IDENTIFICATION DATA

Attention: Fill in Given Names and Family Names exactly as they appear on your passport.

Given Names *	Family Names *	☐ Family Names Unknown
James Arthur	Moriarty	
Birth Date *	Marital Status *	Sex *
07/04/2000	Single	☒ Male ☐ Female
Do you have former names (i.e. surname at birth)? *		
☐ Yes ☒ No		

PLACE OF BIRTH

Place Of Birth *	State/Province	City *
United States Of America	WY	Yellowstone

The above list does not imply recognition by the Federative Republic of Brazil of either the name or the legal status of any of the items on the list.

NATIONALITY

Do you have Brazilian nationality? *
☐ Yes ☒ No
Passport Issuing Authority *
United States Of America
Your primary nationality must be the same as the issuing authority of your passport.
The above list does not imply recognition by the Federative Republic of Brazil of either the name or the legal status of any of the items on the list.
Do you have other nationality(ies)? *
☐ Yes ☒ No

This section is very important and **your parents' names must match exactly what is on your birth certificate**. DO NOT GUESS about middle/maiden names or assume that you know. **Look at your birth certificate when completing this section.** Of one of your

parents are deceased, you still include their information here.

PARENTS

Parent's Data 1

☐ Not Informed

Given Names *

Beth Ann

Family Names *

Dutton

☐ Family Names Unknown

Place Of Birth

United States Of America

Birth Date

05/05/1975

 The above list does not imply recognition by the Federative Republic of Brazil of either the name or the legal status of any of the items on the list.

Available Issuing Authorities

United Arab Emirates
United Kingdom
Uruguay
Uzbekistan
Vanuatu
Vatican City
Venezuela
Vietnam

Selected Issuing Authorities

United States Of America

 The above list does not imply recognition by the Federative Republic of Brazil of either the name or the legal status of any of the items on the list.

Parent's Data 2

☐ Not Informed

Given Names *

Rip Keith

Family Names *

Wheeler

☐ Family Names Unknown

Place Of Birth

United States Of America

Birth Date

07/04/1974

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Available Issuing Authorities

Ukraine
United Arab Emirates
United Kingdom
Uruguay
Uzbekistan
Vanuatu
Vatican City
Venezuela

Selected Issuing Authorities

United States Of America

 The above list does not imply recognition by the Federative Republic of Brazil of either the name or the legal status of any of the items on the list.

Data of Legal Representative

☒ Not Informed

Given Names *

Family Names *

☐ Family Names Unknown

Place Of Birth

Select

Birth Date

mm/dd/yyyy

 The above list does not imply recognition by the Federative Republic of Brazil of either the name or the legal status of any of the items on the list.

Next—then **NOTE YOUR APPLICATION RECOVERY CODE** that pops up on the following screen someplace safe.

Continue

*Use the entry date from your calendar here: <https://www.middlebury.edu/schools-abroad/schools/brazil/dates-fees> (available in December/June)

For the last question in this section, it depends on your consulate—if they require an in-person appearance, select “in person,” but if they require you to mail your documents, select “by mail or by courier.”

BRAZILIAN VISA APPLICATION FORM

1 2 Visa Data 3 4 5 6

PURPOSE OF THE TRIP

Application Recovery Code: **EWFGNNR8UT**

Main Purpose Of Your Trip *

Estudo

Additional Objectives

Estimated Date Of Arrival (mm/dd/yyyy) *

07/28/2026

PLANNED STAY

Type of Period *

☐ Until ☒ For

Period *

5

Unit of Time *

Month(s)

PREVIOUS STAY

Have You Ever Been To Brazil? *

☐ Yes ☒ No

EXHIBITION OF TRAVEL DOCUMENT

How the exhibition of this document will be made? *

By Mail or by Courier

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SAVE

NEXT

-OR-

EXHIBITION OF TRAVEL DOCUMENT

How the exhibition of this document will be made? *

Select

- Select
- By Mail or by Courier
- By Third Parties
- In Person

Whichever is required by your consulate—this form is generic across them all.

NEXT

Input a driver's license or other state/national ID number to satisfy the requirement of "other document." Unless you happen to have a CPF because you've already gotten a Brazilian visa, mark as unknown. You'll try to apply for a CPF (like your Brazilian social security number) at the same time you apply for your visa.

BRAZILIAN VISA APPLICATION FORM

Application Saved Successfully

123 Documents456

TRAVEL DOCUMENT

Application Recovery Code: **EWFGNNR8UT**

☐ Unknown

Document Type *

Passport

Number *

A12345678

Issued by *

United States

Date of Issue *

05/15/2026

Date of Expiry *

05/16/2036

☐ Undetermined Date of Expiration

OTHER DOCUMENT

☐ Unknown

Document Type *

Driver's license

Number *

0022446

Date of Expiry

02/01/2034

CPF NUMBER

☒ Unknown

Number *

NEXT

Don't complete the Profession or Occupation Section—just the university data. Use YOUR school (not Middlebury, unless you're a degree-seeking Middlebury student).

BRAZILIAN VISA APPLICATION FORM

Application Saved Successfully

1 2 3 4 Professional Data 5 6

PROFESSION OR OCCUPATION

Application Recovery Code: **EWFGNNR8UT**

Profession or Occupation	Job description
Nature of business and activities to be conducted by applicant in Brazil	
Monthly income in USD	

EMPLOYER/UNIVERSITY/SCHOOL/ORGANIZATION DATA

Name Of Employer/College/School	Local	State/Province
Your school	United States Of America	Your school state
The above list does not imply recognition by the Federative Republic of Brazil of either the name or the legal status of any of the items on the list.		
City	Address	Zip Code
Your school city	If Midd: 14 Old Chapel Rd	05753
E-Mail	Telephone	
yours@wherever.edu	+1(802) 555-9999	
Nature of company's/organization's business or activities in Brazil		
Education		

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NEXT

Pay attention for formatting for your phone number

^ E-MAIL

Application Recovery Code: **EWFGNNR8UT**

E-Mail *

nchance@middlebury.edu

^ TELEPHONE

Telephone *

+1 (802) 443-5847

^ OUTRAS FORMAS DE CONTATO

Type of Means of Contact

Select

Contents

+ INCLUDE OTHER MEANS OF CONTACT

^ PERMANENT ADDRESS

Local *

United States Of America

State/Province

VT

City *

Middlebury

i The above list does not imply recognition by the Federative Republic of Brazil of either the name or the legal status of any of the items on the list.

Address *

221 B Baker Street

Zip Code

05753

Is this the address for correspondence? *

☒ Yes ☐ No

Under “Contact in Brazil” use your director’s information

Director in Brazil: Joyce Fernandes

+55.21.993.552.634

jfernandes@middlebury.edu

Address:

5 Doutor Artur Tibau street, apt 1004

Ingá, Niterói-RJ 24210160

Brazil

OTHER ADDRESSES

INCLUDE OTHER ADDRESSES

CONTACT IN BRAZIL

☐ Not Informed

1* Contact person

Name *

Joyce Fernandes

Local *

Brazil

State *

Rio de Janeiro

City *

Ingá, Niterói-RJ

ⓘ The above list does not imply recognition by the Federative Republic of Brazil of either the name or the legal status of any of the items on the list.

Address *

5 Doutor Artur Tibau street, apt 1004

Zip Code

24210160

Relationship *

Others

Description of Relationship *

Program director

Contact Information

Type of Means of Contact

Select

Contents

+ INCLUDE OTHER MEANS OF CONTACT

INCLUDE OTHER CONTACT

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NEXT

Upload a digital photo of your face

Upload a scanned copy of your signature

Upload the scanned documents you should have already prepared from Step 1.

PHOTOGRAPH

Application Recovery Code: **EWFGNNR8UT**

CHOOSE FILE

Only JPG/JPEG, GIF and PNG files are accepted, with minimum dimensions of 431x531 pixels for photo. The file shall not have more than 3584KB.

SIGNATURE

CHOOSE FILE

Only JPG/JPEG, GIF and PNG files are accepted, with minimum dimensions of 420x240 pixels for signature. The file shall not have more than 3584KB.

SCANNED DOCUMENTS

Select the type of scanned document *

Invitation Letter

CHOOSE FILE

Only PDF, JPG/JPEG, GIF, PNG and BMP files are accepted.



Original Birth Certificate



Driver's License



43.37% - 9095331 / 20971520 bytes

☐ I hereby declare that the information included in the form is true.

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SAVE

COMPLETE APPLICATION

There will be a whole list of documents here, but what you (may) need is marked with a red arrow, and noted in the list at the start of this document.

Select

→

Air Ticket

→

Bank Statement

→

Birth Certificate

→

Carta da Agência de Viagens

→

Certificado de Escolaridade

→

Comprovante de Situação Atual (Emprego/Estudante/Aposentado)

→

Comprovante de Situação Financeira

→

Copy of Birth Certificate

→

Copy of Driver's License

→

Copy of ID card

→

Copy of Marriage Certificate

→

Copy of Military Document

→

CPF

→

Criminal Records

→

Dossier

→

Driver's License

→

Entity Letter

→

Identity Card

→

Invitation Letter

→

Itinerary

→

Laissez-Passer

→

Marriage Certificate

→

MyNumber Card

→

National Foreigner Registration (RNE)

→

Original Birth Certificate

→

Original Driver's License

→

Original ID

→

Original Marriage Certificate

→

Original Military Document

→

Other

→

Páginas Carimbadas dos Passaportes

→

Passport

→

Payslip

→

Proof of payment

→

Refuge Protocol

→

Reserva de Hotel

→

SERE Authorization

→

Verbal Note

→

Verified Digital Certificate

→

Zairyu Card

Then click “complete application.”

PRINT TWO COPIES OF THE PRINT DELIVERY RECEIPT—one goes to the consulate and the other with you to Brazil.

SERVICE REQUEST

 The service request has not yet been finalized, click [HERE](#) to choose the location where you want to be seen. If electronic scheduling is not available, contact the consular office by email. 

A unique Application Recovery Code has been generated for your application. This code is essential for accessing your saved application later.

RECOVERY DATA

Application Recovery Code

Keep this code in a safe place. You will need it to access your saved application. Please print the Receipt, glue your photo in the corresponding field and sign it. The printed Receipt, along with the original documentation, must be presented at the Brazilian Consulate where your application will be processed within 180 days. After 180 days, the current application will be deleted.

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[PRINT DELIVERY RECEIPT](#)

STEP 3

Make an appointment for all consulates except Boston and San Francisco--mail original documents to Boston and San Francisco along with a postage paid, return mailing envelope (addressed to you, so they can send everything back to you).

Once you have completed the application form and have all documents saved on your computer, start here to make an appointment in New York:

NEW YORK: <https://www.gov.br/mre/pt-br/consulado-nova-york>

Scroll and select “Vistos/Visas.”

Sistema e-consular

Os atendimentos consulares são feitos apenas com agendamento por meio do sistema [e-consular](#).

Assistência a brasileiros

Certidões (nascimento, casamento e óbito)

Passaportes

Procurações

Autorização de viagem para menor

Atestados e declarações

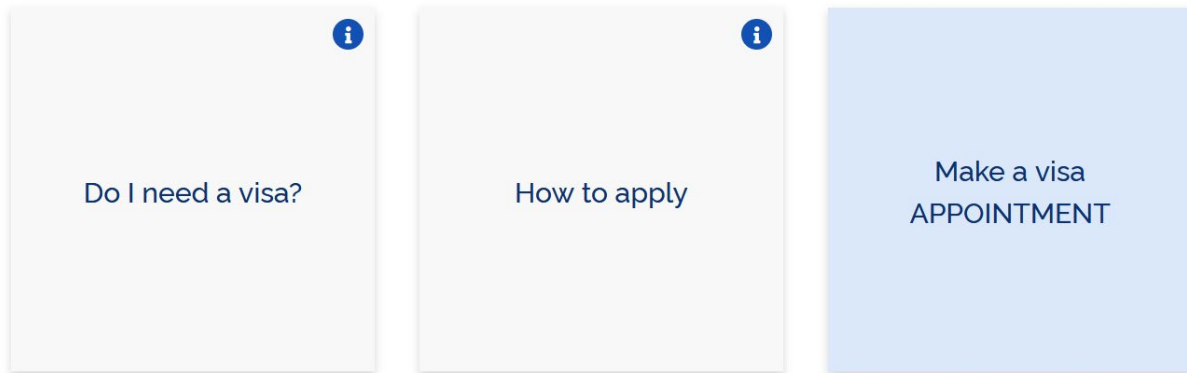
CPF

Vistos | Visas

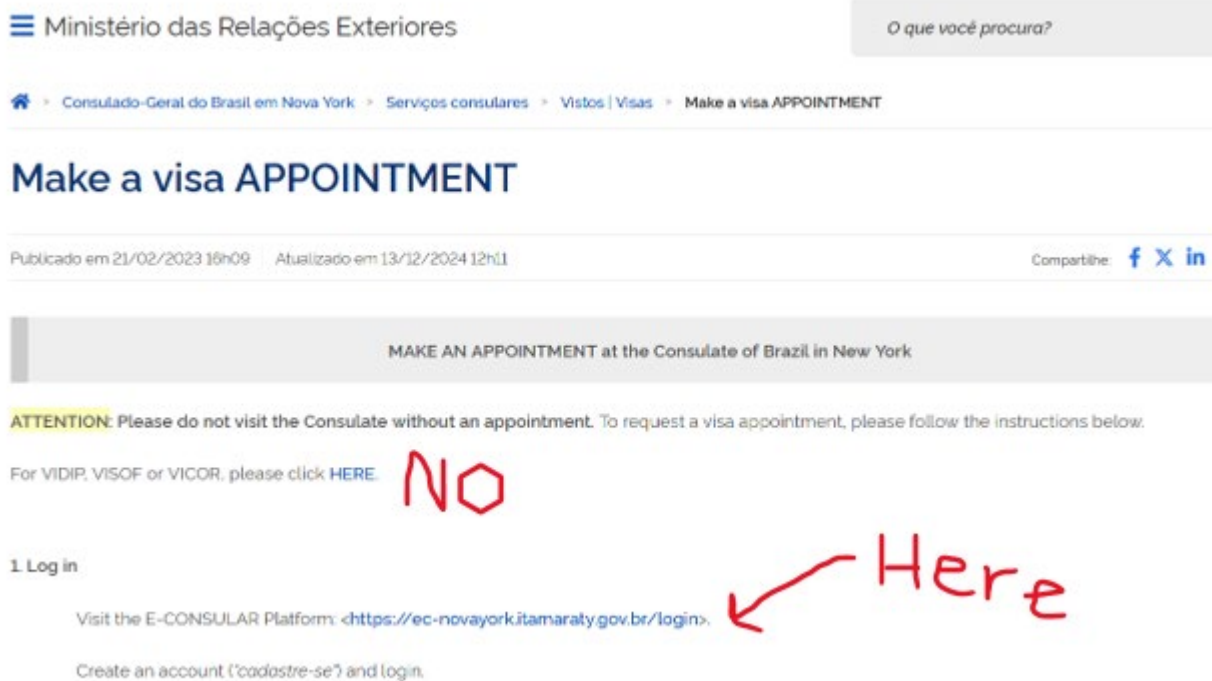
Serviços consulares

Click “Make a visa appointment”

Vistos | Visas



You need a VITEM IV visa, so do not click the first “please click HERE,” but rather a bit farther down to visit the E-CONSULAR Platform:



Create an account, wait for the code by email and enter it to continue.

Then enter your demographic information (address within the consulate you’ve chosen—so if you live in NY and go to school in Vermont, use your state ID/driver’s license and NY home address if you’ll apply in NY or your Student ID and school address if you’ll apply in Boston).

The platform will send you here and you'll need to scroll very far down to see the application you want: Visa – Brazilian Temporary Visas (VITEM). Click start.

Registro de Óbito	Start
Registro de óbito - 2ª Via	Start
Visa - Brazilian Temporary Visas (VITEM)	Start
Visa - Brazilian Visit Visa (VIVIS) - stays of up to 90 days	Start
Visa - Brazilian Work Visa (VITEM V)	Start
Visa- Brazilian Visit Visa (VITEM XI) -Family Reunification	Start

Read the disclaimers on the next page and click “Start Service” at the bottom of the page.

Click Start Service again after the disclaimer, then Next Step:

Service: Visa - Brazilian Temporary Visas (VITEM)

Name of the main interested party, or the bearer of the requested document

- ☒ Nicole CHANCE
☐ Another person

[Next step](#)

PROOF OF ADDRESS

Click Yes, then upload your proof of address document. **REMEMBER—this must be your driver's license or state ID if applying at the consulate with jurisdiction over your permanent residence OR your student ID if applying at the consulate with jurisdiction over your school address.**

PROOF OF ADDRESS

Who can apply at the consulate of NY?:

The Consulate of Brazil in New York provides services to residents of New York, New Jersey, and Pennsylvania. If you do not reside in one of these states, you will need to contact the Brazilian consulate nearest to your location.

Please note that we do not accept applications from residents of other countries or U.S. states outside our jurisdiction.

I confirm that I am a resident of New York, New Jersey or Pennsylvania:

YES

upload an official document with your name and address (e.g. driver's license, id, bank statement, lease, energy bill,...):



Replace image

Rotate right

You do not need any documentation for minors—leave blank.

Once everything is uploaded, click yes to all questions and then go on to the “Next Step.”

Declaration

ACCURACY OF INFORMATION - I hereby declare that all the information provided in this visa application form is true, accurate, and complete.:

YES

SUBMISSION OF ORIGINAL DOCUMENTS - I acknowledge that all documents uploaded in this visa application form must be submitted in their original versions during my appointment at the consulate.:

YES

TERMS OF USE - I acknowledge that this system is designed for the pre-analysis and pre-processing of services. The completion of the process will only occur after my personal attendance at the consulate, during a previously confirmed appointment, at which time all original documents will be provided to the consular agent.:

YES

APPOINTMENT INSTRUCTIONS - IN PERSON SERVICES - I understand that this system is designed for the pre-analysis, and that the process will only start after my personal visit to the Consulate's facilities with a previously confirmed appointment. At that time, all original documents, including the USPS money order, will be submitted to the consular agent. At that time, additional documents might be requested.:

YES

ELECTRONIC CHECK-IN - I acknowledge my obligation to complete the electronic check-in upon my arrival at the Consulate General's premises. I understand that failure to do so may result in the inability to receive the requested service. I recognize that the responsibility for completing the electronic check-in rests solely with the applicant who booked the service through the e-Consular platform. Furthermore, I am aware that the electronic check-in can only be conducted upon my arrival at the Consulate General's facilities. To complete the check-in process, the applicant must utilize a smartphone, tablet, or any device with an Internet connection to log in to the e-Consular platform using the designated email and password.:

YES

NON-REFUNDABLE PAYMENT - I acknowledge that consular fees, once paid, are non-refundable under any circumstances and cannot be applied toward other fees.:

YES

Previous step

Instructions

Save and close

Next step

Keep original documents that you have uploaded in a safe place to present to the consulate during your appointment. At the appointment, also ask to apply for your CPF—this is like your Brazilian social security number, without which you won't be able to open an account for anything in Brazil, most notably, a cell phone plan.

****Ask your consulate if you can apply for your CPF at the same time you apply for your visa.** If you can get this done before going to Brazil, you'll have the number (it's like a Brazilian social security number) that you'll need for your bus pass, student card, dining hall pass, buying tickets on-line, and signing up for sports programs.